

**Incorporated Village of Northport**  
**224 Main St. - Northport, NY 11768**  
**Phone 631-261-7502 - Fax 631-261-7521**

**APPLICATION FOR PUBLIC ACCESS TO RECORDS**

I hereby apply to inspect the following records and certify that the purpose of the examination is not to obtain names and addresses for commercial or fund raising purposes:

Records requested:

_____ Applicant Signature		_____ Print Name	
_____ Address		_____ City	_____ State
_____ Phone Number		_____ Zip	

**For Village Use Only**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ for the following reasons

- \_\_\_\_\_ Confidential Disclosure
- \_\_\_\_\_ Part of investigatory file
- \_\_\_\_\_ Unwarranted invasion of personal privacy
- \_\_\_\_\_ Record of which this agency is the legal custodian cannot be found
- \_\_\_\_\_ Record is not maintained by this agency
- \_\_\_\_\_ This agency is not the legal custodian of record
- \_\_\_\_\_ Exempted by statute other than F.O.I. Act
- \_\_\_\_\_ Other (specify): \_\_\_\_\_

\_\_\_\_\_ Receipt of this request is acknowledged. There will be a delay in supplying the requested record until \_\_\_\_\_ for the followin reason: \_\_\_\_\_

_____ Signature	_____ Title	_____ Date
--------------------	----------------	---------------

**NOTICE: You have a right to appeal a denial of this application to the Mayor who must fully explain the reasons for such denial in writing within seven days of receipt of appeal.**